



DEPARTMENT OF NATURAL RESOURCES, EAO
OPERATOR CERTIFICATION AND TRAINING UNIT
REQUEST FOR TRAINING COURSE APPROVAL

Please complete and return at least **30 days prior** to the date of the proposed training. If you have any questions, please contact the Operator Certification and Training Unit at (573)751-1600 or (1-800-361-4827) at Department of Natural Resources, EAO, P.O. Box 176, Jefferson City, MO 65102.

Part 1 (Please print):

Sponsoring Organization _____

Contact _____ Telephone _____

E-Mail _____ FAX _____ **E-Mail & Fax will be published if provided.**

Mailing Address _____

_____ Zip Code _____

(Check one) This training is: **Open** to all operators _____ For " **In-house personnel only** _____

Course Title _____

Date(s) course will be held _____ Total Days _____

Location of Training _____

Zip Code _____

Instructor(s) Names, _____ , _____ , _____

If the course has been approved previously **and there are no changes** in the content, time allotted, instructors, or materials, only Part 1 needs to be completed. **Original Course No.** _____.

Part 2 NOTE: **Attach** the following items and **check** that each is attached.

- ☐ **Course outline** showing the topic(s) to be presented and time allotted for each including beginning and ending times. All breaks and meal times must be noted.
- ☐ The names of **all instructors** and each instructor's qualifications.
- ☐ **Copy of all handouts.** If not available before the training, they must be submitted with the returning course roster.
- ☐ List of all **audiovisual materials** to be used such as videotapes, slides, slide/tape presentations, films, and overheads.

===== **DNR USE ONLY** =====

Date Approved / Not Ap: _____ Course No: _____

Hours: Water _____ Distr. _____ Wastewater _____ Cafo _____

More Information Requested on: _____ County #: _____ Region#: _____

Tr.#: _____ Format _____ (C - Classroom, O - Online, B - Book & D - Disc)

Roster Return Date: _____ Date Entered: _____

Date Letter & Roster Mailed: _____ Initials: _____

03-03-2003